

# Mid-County DMV Facility Design-Build Project

**T201259401**

*Presented by; Jim Hoagland, DelDOT Contract Services Administrator*

Request for Qualifications  
Informational Meeting

July 18, 2012



**Division of Facilities  
Management**



**Delaware Division  
of Motor Vehicles**



**Delaware Department  
of Transportation**

❑ Optional Sign-up Sheet for Web posting

❑ Housekeeping

- Cell Phones

- Off or on vibrate
- If you must take a call, please step out of the room so you don't disturb those around you.

- Transcriptionist

- Identify yourself and the firm you represent
- One person speaking at a time please

- Raise your hand for questions as we go...

❑ All documents are on the Website

- [www.bids.delaware.gov](http://www.bids.delaware.gov)



Mid-County DMV Facility Design-Build Project

## ❑ Authority

- As required by Delaware law, this Design-Build project has been approved by the co-chairs of the Joint Legislative Committee on Capital Improvement Program, and the director of the Office of Management and Budget.

## ❑ Funding

The funding is being provided by the state and the Federal Highway Administration's Congestion Mitigation and Air Quality Improvement program funds. Both state and federal requirements apply to this Project and the resulting contract.



Mid-County DMV Facility Design-Build Project

## ❑ RFQ Questions and Comments:

All questions are to be submitted via e-mail to:  
[DOT-ask@state.de.us](mailto:DOT-ask@state.de.us)

- I am the only authorized contact
- All questions will be treated as confidential if they apply only to your proposal. If you have a proposal specific or SOQ-specific question, I will respond only to you and the question will not be posted.
- All questions and answers pertaining to information in the RFQ or otherwise applying to all potential submitters will be posted on the Website, individual responses will not be sent.



Mid-County DMV Facility Design-Build Project

## □ Confidentiality is extremely important

- Preparing the SOQ - In order to be selected for the RFP phase, you are required to submit confidential information regarding your team and its approach to the project.
- After selection of the teams for the RFP phase, your SOQ submittal goes into a file until we have an awarded contract. You will have the option of confidential information being returned to you, or we will shred the documents.



Mid-County DMV Facility Design-Build Project

## □ Confidentiality (cont...)

- For your part;
  - Do not contact anyone at any DelDOT section or division; OMB's Division of Facility Management; or the Becker Morgan Group, regarding this project.
- For our part;

All state employees reviewing your information will have signed confidentiality agreements. They will not be permitted to discuss your information outside of the selection committee.



Mid-County DMV Facility Design-Build Project

## □ Confidentiality (cont...)

- If selected for the RFP phase, we recommend you have confidentiality arrangements with suppliers and sub contractors as well as your primary team to protect your interests.
- In order to instill confidence in the handling of confidential information, I will take necessary action at all levels to address instances that raise confidentiality concerns. Please note that absolute proof is not required to disqualify a person, firm, or team. If I need to address a confidentiality concern, it will most likely result in a disqualification. Please, let's not let it become an issue.



Mid-County DMV Facility Design-Build Project



## ❑ Important Dates:

- Final Date for Receipt of Questions:  
July 27, 2012
- Issue Final RFQ Addendum by:  
August 6, 2012
- Statement Of Qualifications Due Date/Time:  
August 10, 2012 / 4:00 P.M. local time (not 4:01)
- Short-List Announced:  
August 24, 2012



Mid-County DMV Facility Design-Build Project



## ❑ SOQ Evaluations

- Pass/Fail Evaluation Factors:
  - Legal
  - Financial
  - Proposal Responsiveness
- Technical Evaluation Factors
  - Organization and Key Managers
  - Experience of Firms
  - Past Performance
  - Backlog/capacity
  - Project Understanding



Mid-County DMV Facility Design-Build Project

## ❑ SOQ Evaluations (cont...)

- Technical Scores
  - Exceptional
  - Good
  - Acceptable
  - Unacceptable
- Each Submitter shall be responsible for obtaining written proof of delivery of their SOQ, showing date, time, and location of delivery.

## ❑ Short List Selection

- The Short List, consisting of up to three (3) Submitters, will be posted on the Website. Everyone who submitted will be notified of the results at that time.



Mid-County DMV Facility Design-Build Project

## □ RFP schedule, subject to change:

Activity	Due Date
Issue Request For Proposals by	September 07, 2012
Concept Plan Submittal Due	September 28, 2012
Last Day for Technical Questions	October 15, 2012
Issue Final RFP Addendum by	October 22, 2012
Final Technical Proposal Due	November 13, 2012 4:00 P.M.
Final Cost Proposal Due Date	November 27, 2012 4:00 P.M.
Notice to Apparent Successful Proposer by	December 07, 2012
Protest Deadline of RFP	December 14, 2012
Submittal of DBE Subcontracts	December 17, 2012
Award by	December 21, 2012
Final Execution	January 14, 2013
Issue Notice-to-Proceed	February 18, 2013
Work begins on or about	March 04, 2013



Mid-County DMV Facility Design-Build Project

## □ RFP Process:

- There will be interviews with each proposer to review their Initial Concepts and Technical Proposals prior to required submittal dates.
- The goal is to have all three Proposers meet requirements and submit acceptable proposals.
- Joint ventures are acceptable.
- Proposal bonding will be required – 10% of Price Proposal.
- 100% Payment and performance bonding will be required upon contract signing.
- State and Federal Prevailing Wage Rates will apply.
- There is a seven (7) percent DBE participation goal for the total project. The goal may be met with design, construction, or a combination of both functions.



Mid-County DMV Facility Design-Build Project

❑ Questions?

❑ Introductions:

DelDOT Project Manager;  
Stephen D. Richter, P.E.  
Bridge Design Project Manager  
DelDOT Transportation Solutions

Building Construction;  
Mark Devore;  
Chief of Engineering and Operations  
Division of Facilities Management  
Office of Management and Budget



Mid-County DMV Facility Design-Build Project